Settings

Last Modified on 08/17/2026 8:52 am CDT

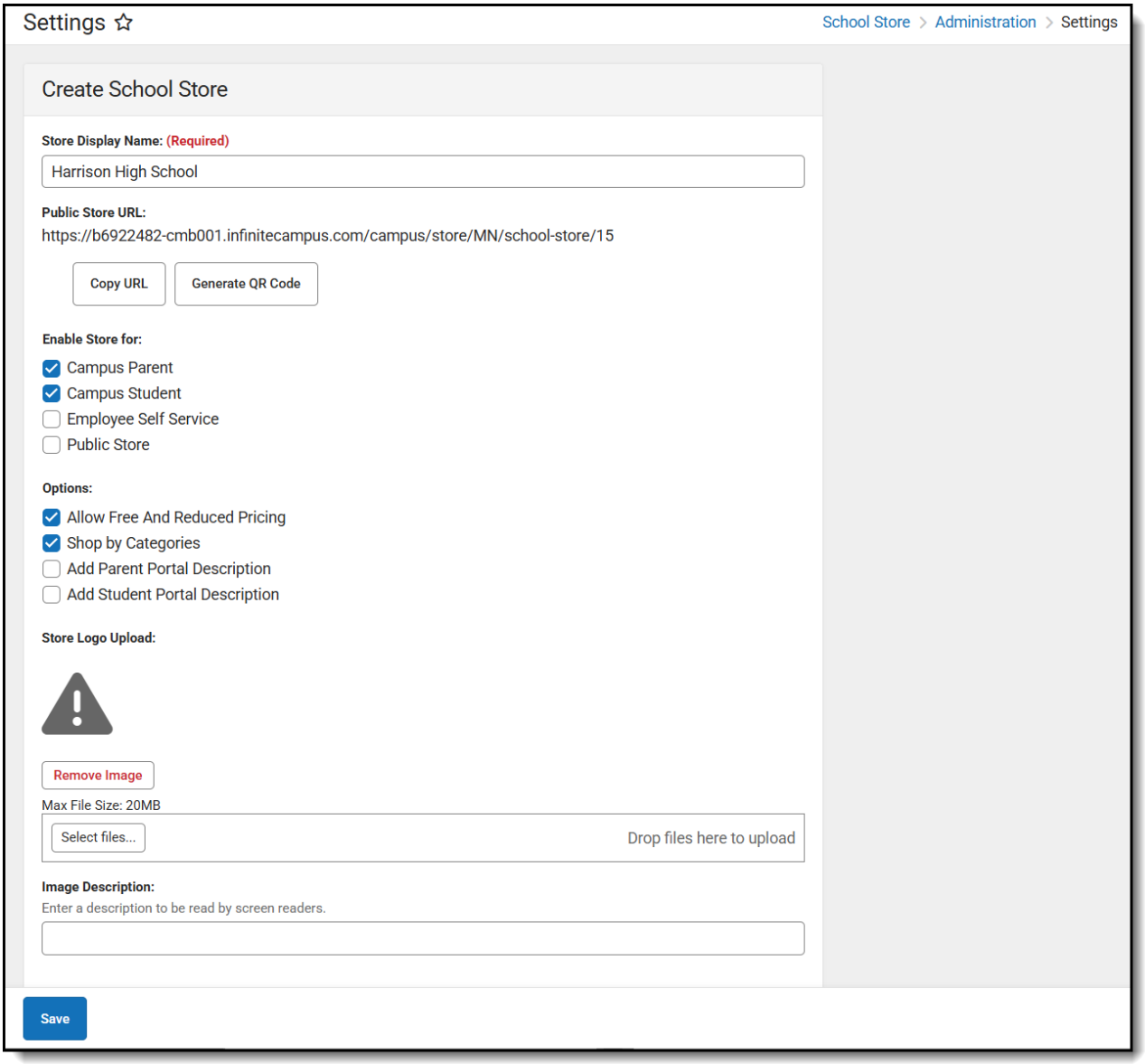
Tool Search: Settings

The Settings tool allows you to choose where you want the School Store to display and set up different options for every store. From here you can also set up Public Store options. The Public Store is a website where anyone can shop for goods or services from your district.

> See the School Store Administration Tool Rights article for information on available tool rights.

Create a School Store

Create a store for each school by selecting the school in the Campus toolbar. Use the field descriptions provided here to complete the screen then click **Save**. Repeat this procedure for each school that is going to have a school store.



Field Descriptions (School Store)

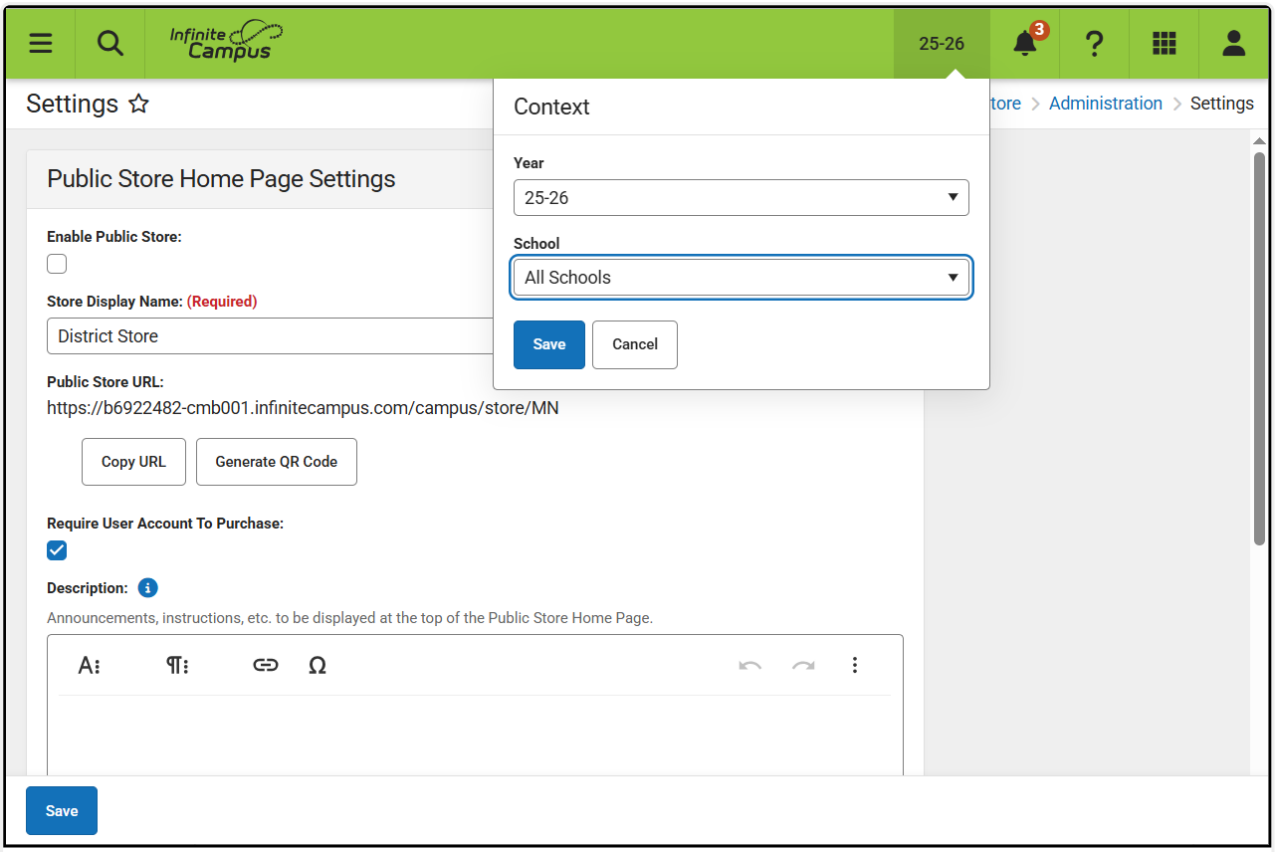
Field	Description
Store Display Name	The name of the store.
Public Store URL	The URL that is used to visit the Public Store. The URL is cannot be modified. • **Copy URL** - Copies the Public Store URL. • **Generate QR Code** - Creates a QR Code that can be shared with parents and students to access the Public Store. ◦ **Download QR Code** - Downloads a .png file of the QR Code that can be posted and shared.

Field	Description
Enable Store for	You can display the store in **Campus Parent**, **Campus Student**, **Employee Self Service,** or the **Public Store**. If you do not want the store to display, do NOT mark the checkbox.
Allow Free and Reduced Pricing	When this checkbox is marked, students that have an active eligibility record (FRAM > Eligibility) can be given a reduced price for items in the store. The reduced price is set up on the product. If you do not set up a reduced price, the student is charged the regular selling price.
Shop By Categories	This option allows you to set up the School Store for users to shop by category or by products. • When this checkbox is marked, the first page in the store displays the Categories. Users can select a Category to see the products they can purchase. • When this checkbox is **not** marked, the first page in the School Store displays all of the products in the store. Users still have the option to view and group the products by category from the products page.
Add Parent Portal Description	Adds the text to the top of the Parent Portal School Store.
Add Student Portal Description	Adds the text to the top of the Student Portal School Store.
Store Logo Upload	A picture that represents the school store in Campus Student and Campus Parent. The image must use one of the following extensions: .jpg, .jpeg, .png, or .gif.

Create a Public Store

Create a Public Store by selecting **All Schools** in the Campus toolbar. Use the field descriptions provided here to complete the screen then click **Save**.

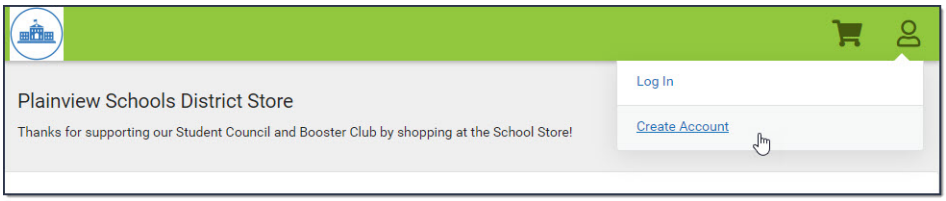
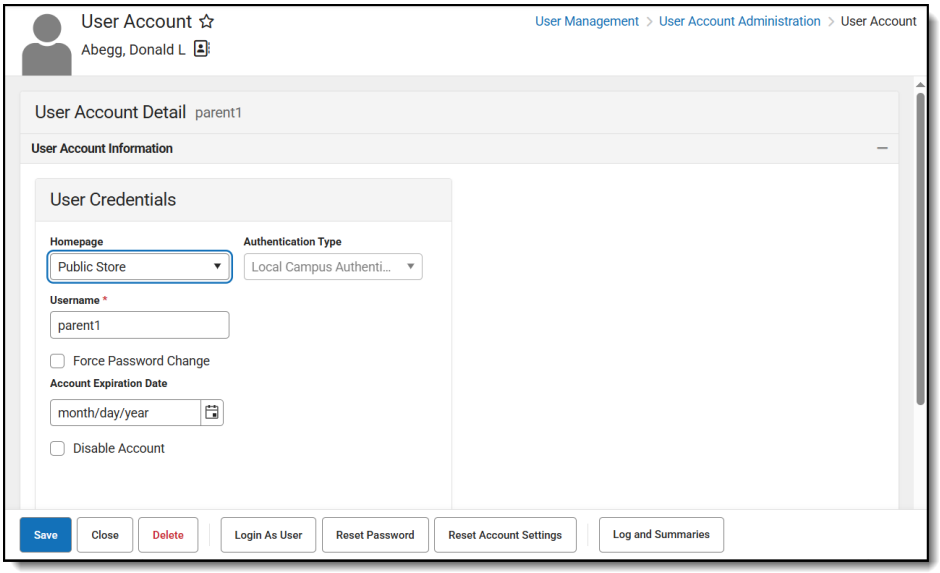
Tip: See the Public Store Overview for more information about setting up a Public Store. There are multiple steps that you must complete before products can be purchased on the Public Store.

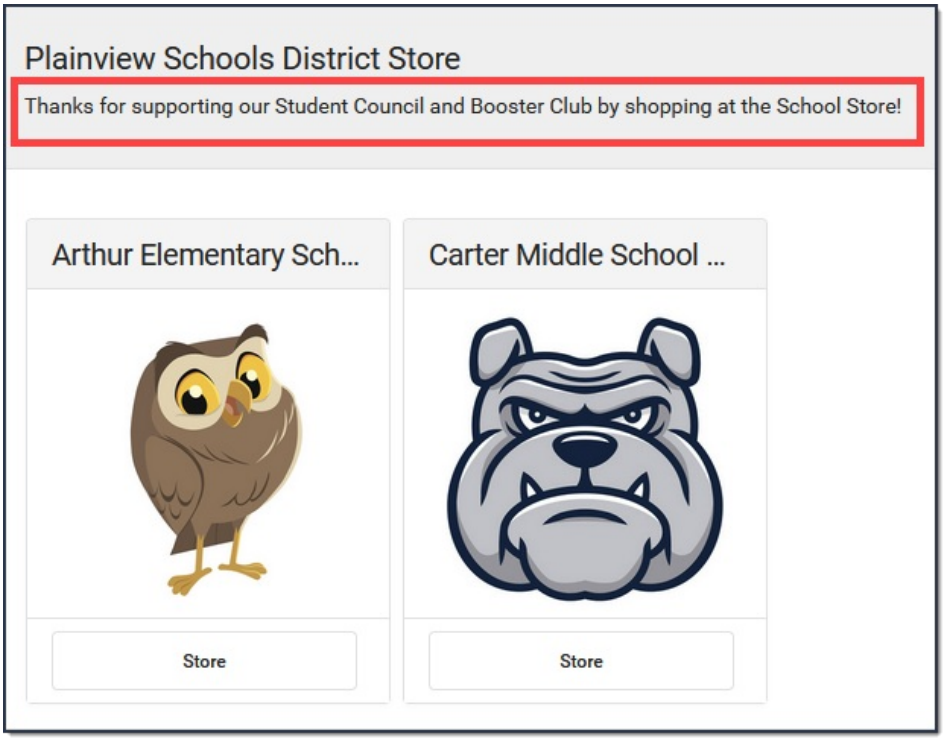


Example Public Store Settings

Field Descriptions (Public Store)

Field	Description
Enable Public Store	Once the Enable Public Store box is checked, people can use the Public Store URL found on this Settings page to shop at your Public Store.
Store Display Name	The name of the store as it appears in Campus Student and Campus Parent.
Public Store URL	The URL that is used to visit the Public Store. The URL is cannot be modified. • **Copy URL** - Copies the Public Store URL. • **Generate QR Code** - Creates a QR Code that can be shared with parents and students to access the Public Store. ◦ **Download QR Code** - Downloads a .png file of the QR Code that can be posted and shared.

Field	Description
Require User Account To Purchase	Public Store customers can create a user account before they make purchases on the Public Store. If you mark this checkbox, customers will be **required** to create a user account before making a purchase. When someone creates an account, their name and email address are saved in Campus in the Demographics tool and Campus assigns the *Public Store* Homepage to their user account. Public Store customers can review their payment methods and purchase history after they log in. Click here to expand...  

Field	Description
Description	The text you enter in this field displays below the Title on the Public Store. 

Field	Description
Store Logo Upload	A picture that represents the Public Store. This image displays at top of the page. The image must use one of the following extensions: .jpg, .jpeg, .png, or .gif. 